

# SUPERVISORY BORDER PATROL AGENT (WATCH COMMANDER)

## CUSTOMS AND BORDER PROTECTION

1 vacancy in the following location:	<b>Salary Range</b>	<b>Who May Apply</b>
<input type="checkbox"/> Laredo, TX	\$99,995.00 to \$129,995.00 / Per Year	Current U.S. Customs and Border Protection employees with competitive status
Work Schedule is Full Time - Temporary NTE 2 years	<b>Series &amp; Grade</b>	<b>Control Number</b>
	GS-1896-14/14	447244700
Opened Friday 8/12/2016 (300 day(s) ago)	<b>Promotion Potential</b>	<b>Job Announcement Number</b>
	14	MHCBPMP-1728619-XYA
<input type="checkbox"/> Closed Friday 8/19/2016 (293 day(s) ago)	<b>Supervisory Status</b>	
	Yes	

## Job Description

### Job Summary

#### **Customs & Border Protection (CBP): Securing America's Borders**

Do you desire to protect American interests and secure our Nation while building a meaningful and rewarding career? If so, the Department of Homeland Security (DHS) is calling. DHS components work collectively to prevent terrorism, secure borders, enforce and administer immigration laws, safeguard cyberspace and ensure resiliency to disasters. The vitality and magnitude of this mission is achieved by a diverse workforce spanning hundreds of occupations. Make an impact; join DHS.

Discover a challenging and rewarding career in CBP, the sole organization responsible for securing the nation's borders. At U.S. Customs and Border Protection, we:

- Screen passengers, vehicles, and shipments entering our country
- Seize illegal narcotics, vehicles, and agricultural products
- Prevent unauthorized entry into the country
- Rescue individuals who fall into dangerous conditions traversing our border

For more information about CBP's mission, activities, and careers, please see <http://www.cbp.gov>.

This position will allow you to use your expertise to prevent the illegal entry of aliens into the United States by land, water, or air; enforce criminal provisions of the Immigration and Nationality laws; and seek out and apprehend smugglers or aliens who are in the United States illegally. The salary for this position starts at \$99,995 (GS-14 Step 1). Apply for this exciting opportunity to strengthen the Department's ability to protect the homeland.

**Who May Apply:** Current U.S. Customs and Border Protection employees with competitive status.

For definitions of terms found in this announcement, please see [http://www.dhs.gov/xabout/careers/gc\\_1303762131481.shtm](http://www.dhs.gov/xabout/careers/gc_1303762131481.shtm).

**Organizational Location:** This position is located within U.S. Customs and Border Protection, United States Border Patrol, Laredo Sector, Laredo West Station, Laredo, Texas.

One or more selections may be made using this job opportunity announcement. Further selections may also be made for additional organizational divisions and/or units within the duty location(s) listed above.

**Not to Exceed (NTE) 2 Years:** This position will be filled on a temporary basis NTE two years with a possible extension for one year. Before the end of the second or third year of this temporary promotion/reassignment, a decision will be made by management to return the incumbent to the same or similar position and to the previous grade held prior to this temporary promotion/reassignment.

## Duties

You will serve as a secondary law enforcement officer (under 5 U.S.C. 8331 (6C) and 8412 (d)). Your duties will include:

- Coordinating various activities related to law enforcement, including detention and processing operations; seized property; fleet maintenance and supplies; and facilities and office management
- Facilitating community relations and partnerships with other agencies
- Ensuring compliance and completion of major duties and responsibilities of subordinate supervisors and agents
- Reviewing administrative and criminal cases for accuracy in order to ensure that all casework complies with legal guidelines
- Utilizing and managing a variety of information systems and databases to conduct information searches, queries, update files and disseminate information

## Travel Required

- Occasional Travel
- Overnight travel may be required on a regular and recurring basis

## Relocation Authorized

- Yes
- Relocation will be paid. The selectee(s) will be given the choice between a PCS relocation benefit under the Federal Travel Regulations or a lump sum payment under the GSA VRP program.

## Job Requirements

### Key Requirements

- You must be a U.S. Citizen to apply for this position
- You may be required to pass a background investigation and/or polygraph
- Males born after 12/31/1959 must be registered with Selective Service
- You must be able to meet job-related medical and/or fitness standards
- You may be required to pass initial and random drug testing

## Qualifications

**Basic Qualification Requirements:** The basic qualification requirements include experience in law enforcement or other responsible work that demonstrates the ability to make arrests and exercise sound judgment in the use of firearms; to deal effectively with individuals or persons in a courteous, tactful manner; and to analyze information rapidly and make prompt decisions.

### AND

**GS-14:** You qualify at the GS-14 level if you meet the basic qualification requirements and possess one year of specialized experience including providing technical and administrative direction and oversight for all Border Patrol related functions within an assigned area. This involves supervising, managing or directing operational programs and their appropriate support functions and directing local policy and program initiatives. This experience may also have been gained by developing, managing or directing operational policy or programs related to Border Patrol operations.

**Language Requirement:** Must be proficient in the Spanish language (i.e., able to speak and read in Spanish).

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

You must:

- Meet all qualification requirements, subject to verification at any stage of the application process; and

- Meet all applicable Time in Grade requirements (current federal employees must have served 52 weeks at the next lower grade or equivalent grade band in the federal service) by Friday, August 19, 2016.

This is a Non-Bargaining Unit Status Position.

**Promotion Eligibility Rules as of October 1, 2013 (Directive No. 51332-022B):**

- Individuals in first-line or second-line supervisory/managerial GS-13 positions are eligible as competitive candidates.
- Candidates in all other supervisory/managerial GS-14 and above positions will be considered non-competitively for this position.

**Law Enforcement Retirement:** This position qualifies for law enforcement retirement. For more information on required years of service and retirement age, refer to the following link: [http://cbpnet/xp/cbpnet/hrm/hr\\_prof/staffing/maximum\\_age.xml](http://cbpnet/xp/cbpnet/hrm/hr_prof/staffing/maximum_age.xml). For additional information on when an employee continues or discontinues coverage under the special retirement system for law enforcement officers, please see the CSRS and FERS handbook, Chapter 46, pages 12-13. <https://www.opm.gov/asd/hod/pdf/C046.pdf>.

**Firearms Requirement:** You are required to carry a firearm on duty. Anyone who has been convicted of a misdemeanor crime of domestic violence cannot lawfully possess a firearm or ammunition (Title 18, U.S.C. Section 922 (g) (9)). Candidates will be required to certify whether they have ever been convicted of such an offense.

**Motor Vehicle Operation:** You must possess a valid automobile driver's license at the time of appointment.

**Shift work:** You will be required to perform work on a shift and rotational basis.

**Overtime:** You must be readily available to work overtime on a scheduled or unscheduled basis in excess of the 40-hour work week.

**Uniforms:** This position requires you to wear an officially-approved uniform while in duty status.

**Security Clearance:** You may be required to obtain a Secret or higher level clearance for this position.

**Supervisory Training:** All newly appointed, first-time permanent second level supervisors are required to complete mandatory training. The training will be scheduled by the Office of Training and Development within the first 90 days of appointment. The duration of the training will include 4 weeks of in residence training in Harpers Ferry, WV. *Note: This training may be waived if previously completed.*

**You will be asked to identify the sections of your resume that correspond to experiences you report in the assessment questionnaire for the following questions:**

- Do you have experience in monitoring or overseeing shift operations?
- Select the choice which best describes the extent of your knowledge of internal and external politics in the work place and your ability to apply this knowledge to situations.
- Indicate the extent of your experience in reviewing daily work reports of subordinates and analyzing them to determine the need for adjustments to operational strength.
- Indicate the extent of your knowledge and experience with Civil Rights issues relating to the use of authority (for example, questioning, investigating, detaining).
- Indicate the extent of your knowledge and experience in labor and employee relations.

## Security Clearance

Secret

## Additional Information

### What To Expect Next

Once the job opportunity announcement has closed, we will assess your experience and training, identify the best qualified applicants, and refer those applications to the hiring manager for further consideration and interviews. You will be notified by email after each of these steps has been completed. Stay informed of changes to your application status by signing up for automatic email alerts at: <https://my.usajobs.gov/Account/NotificationSettings.aspx>. If you are referred, you will receive a final notification of the disposition of the announcement. We expect to make a tentative job offer within 60 days after the close of the announcement. If you are selected, we may conduct a suitability/security background investigation.

## BENEFITS

DHS offers competitive starting salaries and an attractive benefits package, including: health, vision, dental, life and long-term care insurance, Thrift Savings Plan (similar to a 401(k)), Flexible Spending Account, retirement plan, Employee Assistance Program, personal leave days and paid federal holidays. Other benefits may include: flexible work schedules, telework, tuition reimbursement, transportation subsidies, uniform allowance, health and wellness programs, and fitness centers. DHS is committed to employee development and offers a variety of employee training and development opportunities. For more information, please go to [www.dhs.gov/careers](http://www.dhs.gov/careers) and select "Benefits".

To compare cost of living data, calculate mortgage scenarios, or gather information on communities and school districts, please visit the website: <http://www.relocationessentials.com/aff/lifecare/tools/salary/col.aspx>

## Other Information

**Background Investigation:** Customs and Border Protection (CBP) is a federal law enforcement agency that requires all applicants to undergo a thorough background investigation prior to employment in order to promote the agency's core values of vigilance, service to country and integrity. During the screening and/or background investigation process, you will be asked questions regarding any felony criminal convictions or current felony charges, the use of illegal drugs (i.e., marijuana, cocaine, heroin, LSD, methamphetamines, ecstasy) and the use of non-prescribed controlled substances including any experimentation, possession, sale, receipt, manufacture, cultivation, production, transfer, shipping, trafficking, or distribution of controlled substances. Entry into this position may require that you successfully pass a polygraph examination. For more information, please see: [http://www.cbp.gov/xp/cgov/careers/apply/mandatory\\_back\\_invest.xml](http://www.cbp.gov/xp/cgov/careers/apply/mandatory_back_invest.xml).

**Probationary Period:** Current federal employees may be required to serve or complete a probationary period.

CBP uses E-Verify, an internet-based system, to confirm the eligibility of all newly hired employees to work in the United States. Learn more about E-Verify here, <http://www.uscis.gov/e-verify>, including your rights and responsibilities.

Every individual receives a fair opportunity throughout the federal recruitment and hiring process. To learn more, click on the link [https://hru.gov/Studio\\_Recruitment/tools/Mythbuster\\_on\\_Federal\\_Hiring\\_Policies.pdf](https://hru.gov/Studio_Recruitment/tools/Mythbuster_on_Federal_Hiring_Policies.pdf)

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This job originated on [www.usajobs.gov](http://www.usajobs.gov). For the full announcement and to apply, visit [www.usajobs.gov/GetJob/ViewDetails/447244700](http://www.usajobs.gov/GetJob/ViewDetails/447244700). Only resumes submitted according to the instructions on the job announcement listed at [www.usajobs.gov](http://www.usajobs.gov) will be considered.

## How to Apply

To begin your online application, click "**Apply Online**" to create a USAJOBS account and follow the prompts or log in to your existing account. Your application packet must include a completed assessment questionnaire, a resume, and any applicable and/or required supporting documentation. Please see the "Required Documents" section below for additional information. All application materials, including transcripts, must be in English.

We strongly encourage you to apply online. If you cannot apply online, you may fax your resume, assessment questionnaire, and supporting documents to **(478) 757-3144**. You must print a copy of and document your responses to the assessment questionnaire [View Occupational Questionnaire](#) using OPM Form 1203-FX [http://www.opm.gov/Forms/pdf\\_fill/OPM1203fx.pdf](http://www.opm.gov/Forms/pdf_fill/OPM1203fx.pdf), and the official fax cover sheet: <http://staffing.opm.gov/pdf/usascoversheet.pdf>. Please include job opportunity announcement ID 1728619 and provide your SSN, name, and address using the exact name you used when you filled out the questionnaire. If you have uploaded documents into your application, you do not need to fax those same documents.

**Applications and supporting documentation will not be accepted by mail or email.** The address below is for inquiries only. You may apply more than once, but the most recent application is the only one that will be used. **You must submit your resume, your online questionnaire, and any supporting documents by 11:59 PM Eastern Time on Friday, August 19, 2016.**

## How You Will Be Evaluated

We will review your resume and supporting documentation to ensure you meet the basic qualification requirements. If you meet the minimum qualifications, your experience, education and training will be rated using an online self-assessment questionnaire that is based on the competencies or knowledge, skills, and abilities listed below. You will receive a score ranging from 70-100 based on your responses. Your entire application package will then be reviewed. The final determination will be based on all the information provided in your application package.

If you are best qualified, you may be referred to the hiring manager for consideration and may be called for an interview. To preview the job questionnaire, see [View Occupational Questionnaire](#).

### **Knowledge, Skills, Abilities and Other Characteristics (KSAOs):**

Candidates who meet the minimum qualification requirements are required to possess certain Knowledge, Skills, Abilities, or Other Characteristics (KSAOs) to successfully perform the functions of this position. Candidates will be asked to demonstrate their attainment of these KSAOs in their resume. The KSAOs are:

- Ability to Interact with domestic and foreign government agencies regarding detained and returning aliens
- Knowledge of Administrative Policies and Procedures for alien processing and removal
- Knowledge of the Immigration and Nationality Act
- Ability to adjust rapidly to new situations and deal with stress effectively
- Skill in developing and maintaining a productive work environment

**Agency Career Transition Assistance Program (CTAP) Eligibles:** If you have never worked for the Federal Government, you are not CTAP eligible. Information about CTAP eligibility can be found at:

[http://www.opm.gov/Reduction In Force/employee\\_resources/ctap/Employee-Guideline CTAP.asp#3a](http://www.opm.gov/Reduction%20In%20Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3a). To be considered well qualified under CTAP, you must possess the knowledge, skills and abilities and/or competencies clearly exceeding the minimum requirements of the position. In addition, you must submit the supporting documents listed in the "Required Documents" section of this announcement.

## **Required Documents**

- **Your resume:** A resume describing your job-related qualifications is required and will be used for the purpose of reviewing your qualifications and determining what training, if any, would be required when placed. Your resume must be in English and must include your job titles and a detailed description of your duties and the dates you performed them (MM/DD/YY), as well as your hours per week for each position listed. Your resume should also contain your full name, address, phone number, email address, and salary. To ensure all your experience is considered, the Office of Border Patrol strongly suggests resumes should describe your experiences and accomplishments, assignment dates, duty locations, your current supervisor's contact information and specify whether you have performed duties in investigations, intelligence, or have worked in sector-level or national programs (e.g., horse patrol, BORSTAR, BORTAC, peer support, chaplaincy, canine, etc.), or been assigned to the U.S. Border Patrol Academy, and/or Sector or USBP Headquarters. Include leadership or specialized training and college level courses completed. Resumes should also specify each supervisory position held (clearly listing SBPA, FOS, SOS, WC, DPAIC, PAIC, ACPA, XO, DC, DCPA or CPA). Additionally, include all temporary promotions listing the grade, position, location, and period of time held; temporary details or special assignments held 30 days or more (assignment, location, and period of time); and any prior military or other specialized experience outside of USBP that is relevant to law enforcement work. NOTE: Resumes stored on USAJOBS will not automatically carry over to this announcement. You must upload or fax your resume and any other applicable supporting documentation.
- **Your responses to the job questionnaire** [View Occupational Questionnaire](#)
- **Are you claiming special priority selection rights under the Agency Career Transition Assistance Program (CTAP)?** You must submit a separation notice; your most recent SF-50B (noting your current position, grade level and duty location); a current (or last) performance rating of record of at least fully successful or equivalent; an agency certification that you cannot be placed after injury compensation has been terminated; an OPM notification that your disability annuity has been terminated; or a notification from the applicable Military Department or National Guard Bureau, that you are retired under 5 U.S.C. 8337(h) or 8456.
- **Veterans preference points are not applicable to Merit Promotion announcements; veterans documentation is required only to verify eligibility.**
- You may be asked to provide a copy of your recent performance appraisal and/or incentive awards. Consideration will be given to performance appraisals and incentive awards as an indication of quality prior experience, no points will be assigned.

Please upload your resume under "Resume" and any other applicable supporting documents mentioned above under "Other" documents. "Other" documents may not be applicable for each applicant, but should be utilized if you are submitting a SF-50 for proof of federal service, veterans documents for eligibility, transcripts for qualifications, etc.

**It is your responsibility to verify that any information entered, uploaded, or faxed is received and is accurate.** Human Resources will not modify or change any part of your application. If a document is not legible, you will not be able to view it in your application and you must again upload or fax it by the closing date.




**Customs & Border Protection**  
U.S. Department of Homeland Security CBP.gov

# Department Of Homeland Security

## Customs and Border Protection

### Contact

CBP MHC Hiring

Phone: (952)857-2932 

Email: CBPHIRING-APPLICANTINQUIRY@CBP.DHS.GOV

### Address

Customs and Border Protection

5600 American Blvd

Suite 700

Bloomington

MN

USA

(478)757-3144 